



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Administration Committee

DATE: May 12, 2010

FR: Executive Director

W. I. 1227

RE: Contract: Transit Sustainability Project (TSP):

- a) Arup
- b) Cambridge Systematics, Inc.
- c) PB Americas, Inc.

Staff recommends that this Committee authorize two new contracts and amend one contract for the Transit Sustainability Project (TSP). In March 2010, this Committee approved Arup, Cambridge Systematics, Inc., and PB Americas, Inc., as three of the “on-call” consultants for the TSP. The consultant contracts authorize work on a task order basis, and consultants will be directed to perform tasks based on the areas of expertise for which each firm was selected in March. Specific task orders will be developed in consultation with the Project Steering Committee and members of Technical Advisory Committees composed of transit agency staff.

a. Service Analysis, Financial Analysis, and Financial Plan and Implementation Strategy – Arup (\$300,000)

Staff recommends entering into a contract with Arup to conduct analysis of transit service design and delivery, and to assist with analysis of the cost of delivering transit service in the region. Arup will conduct service analyses at the regional level, including an evaluation of how transit service is currently deployed and identification of potential services and policies to support cost-effective transit delivery. Arup will also conduct sub-regional analysis focused on specific market areas within the region.

b. Service Analysis and Project Management – Cambridge Systematics, Inc. (\$200,000)

Staff recommends entering into a contract with Cambridge Systematics, Inc. to conduct analysis of transit service design and delivery, particularly related to regional demand analysis and market analysis, assessment of key demographic and land use trends, and evaluation of transit competitiveness. Cambridge Systematics, Inc. will also assist with project management tasks as needed.

c. Contract Amendment: Project Management, Financial Analysis, Institutional Analysis, and Financial Plan and Implementation Strategy PB Americas, Inc. (\$250,000)

PB Americas, Inc. currently is under contract with MTC for \$50,000 to assist in preparing for the project kick-off meeting and developing an approach for the financial analysis. Under the proposed contract amendment, PB Americas, Inc. will continue providing project management assistance, including support meetings of the Project Steering Committee, Commission Select Committee, and other stakeholders, and providing strategic advice on

project development. PB Americas, Inc. will also conduct financial analysis, particularly related to current cost of providing transit in the region. The proposed contract amendment will bring the total amount of the contract with PB Americas, Inc., to \$300,000.

The table below summarizes existing and proposed contracts for the TSP. Today's contract actions are shown in *bold italics*.

Firm	Work Areas	Amount
MIG, Inc.	Communications and Public Outreach	\$75,000
<i>Arup</i>	<i>Service Analysis, Financial Analysis Financial Plan and Implementation Strategy</i>	<i>\$300,000</i>
<i>Cambridge Systematics, Inc.</i>	<i>Service Analysis, Project Management</i>	<i>\$200,000</i>
<i>PB Americas, Inc.</i>	<i>Project Management, Financial Analysis, Institutional Analysis, Financial Plan and Implementation Strategy</i>	Current contract \$50,00 <i>Proposed Amendment \$250,000</i>
	Total	\$875,000

Recommendation

Staff recommends that the Committee authorize a contract with Arup for \$300,000, a contract with Cambridge Systematics, Inc., for \$200,000, and a contract amendment for PB Americas, Inc., of \$250,000 to assist with and conduct analyses for the Transit Sustainability Project.



Steve Heminger

CC: SH

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REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consultant Contract

Work Item No.:	1227
Consultant:	Arup San Francisco, CA
Work Project Title:	Transit Sustainability Project
Purpose of Project:	To evaluate the region's transit system and to establish an implementation plan for a more financially viable transit system that is both cost-effective and customer-focused.
Brief Scope of Work:	Conduct analysis of transit service design and delivery in the region and assist in financial analysis of the transit system and development of a financial plan and implementation strategy.
Project Cost Not to Exceed:	\$300,000
Fiscal Impact:	\$265,590 in Federal Transit Administration 5303 funds; \$34,410 in local matching funds; all funds are included in MTC FY 2009-10 budget.
Motion by Committee:	That the Executive Director or his designated representative is authorized to negotiate and enter into a contract with Arup for an amount not to exceed \$300,000 and the Chief Financial Officer is authorized to set aside funds up to \$300,000 for such contract.
Administration Committee:	<hr/> Tom Bates, Chair
Approved:	May 12, 2010

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consultant Contract

Work Item No.:	1227
Consultant:	Cambridge Systematics, Inc. Oakland, CA
Work Project Title:	Transit Sustainability Project
Purpose of Project:	To evaluate the region's transit system and to establish an implementation plan for a more financially viable transit system that is both cost-effective and customer-focused.
Brief Scope of Work:	Conduct analysis of transit service design and delivery in the region and assist in project management.
Project Cost Not to Exceed:	\$200,000
Fiscal Impact:	\$177,060 in Federal Transit Administration 5303 funds; \$22,940 in local matching funds; all funds are included in MTC FY 2009-10 budget.
Motion by Committee:	That the Executive Director or his designated representative is authorized to negotiate and enter into a contract with Cambridge Systematics, Inc. for an amount not to exceed \$200,000 and the Chief Financial Officer is authorized to set aside funds up to \$200,000 for such contract.
Administration Committee:	<hr/> Tom Bates, Chair
Approved:	May 12, 2010

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consultant Contract Amendment

Work Item No.:	1227
Consultant:	PB Americas, Inc. San Francisco, CA
Work Project Title:	Transit Sustainability Project
Purpose of Project:	To evaluate the region's transit system and to establish an implementation plan for a more financially viable transit system that is both cost-effective and customer-focused.
Brief Scope of Work:	Provide project management services, conduct financial analysis and institutional analysis of the transit system and assist in the development of a financial plan and implementation strategy.
Project Cost Not to Exceed:	\$250,000 (current contract = \$50,000)
Fiscal Impact:	\$221,325 in Federal Transit Administration 5303 funds; \$28,675 in local matching funds; all funds are included in MTC FY 2009-10 budget.
Motion by Committee:	That the Executive Director or his designated representative is authorized to negotiate and enter into a contract amendment with PB Americas, Inc. for an amount not to exceed \$250,000 and the Chief Financial Officer is authorized to set aside funds up to \$250,000 for such contract amendment.
Administration Committee:	<hr/> Tom Bates, Chair
Approved:	May 12, 2010